

WASTEWATER TREATMENT PLANT SUPERINTENDENT - 2880

GENERAL DEFINITION AND CONDITIONS OF WORK:

Performs difficult technical and intermediate administrative work overseeing the operation, maintenance, and repair of the wastewater treatment plant and related facilities; does related work as required. Work is performed under general supervision. Supervision is exercised over all plant personnel.

This is sedentary work requiring the exertion of up to 10 pounds of force occasionally, and a negligible amount of force frequently or constantly to move objects; work requires standing, walking, fingering, grasping, feeling, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arms length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, and wearing a self contained breathing apparatus. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective equipment.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Planning, directing, scheduling and supervising the operation and maintenance of the wastewater treatment plant and laboratory; overseeing and participating in the preparation and maintenance of appropriate records; preparing reports.

Schedules, assigns and supervises all personnel engaged in the operation and maintenance of the wastewater treatment plant, pump stations, sludge operations and laboratory operations;

Makes regular and irregular inspections of equipment and facilities;

Analyzes plant and laboratory records and logs and directs the adjustment of processing methods to improve plant efficiency;

Plans and oversees the plant maintenance program; deals with vendors to obtain parts and supplies;

Prepares reports on plant operations for submission to superiors and regulatory agencies;

Develops and recommends short and long range plans for the improvement of treatment facilities and systems through the use of improved techniques and processes;

Maintains employee training records to comply with State safety programs;

Prepares plant budget and monitors expenditures;

Evaluates employee performance and enforces discipline; interviews applicants; recommends hiring and promotions;

Develops and enforces plant safety and other procedures and regulations;

Directs and oversees the implementation and enforcement of industrial surcharge and pretreatment functions;

Acts as Operator in Responsible Charge of the plant;

Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of the theory and processes of modern wastewater treatment and of the machines, equipment and materials used in such treatment; thorough knowledge of the chemical and physical processes involved in sludge treatment; thorough knowledge of the mechanical and hydraulic engineering principles involved in plant operation; ability to detect flaws in the operation of mechanical equipment and to determine proper remedial actions; ability to plan, lay out and supervise the daily technical and maintenance operations; ability to understand and follow oral and written instructions; ability to establish and maintain effective working relationships with associates, regulatory agency officials and the general public.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from an accredited community college with major course work in environmental science, biology or related field supplemented by training courses in wastewater treatment and extensive experience in wastewater treatment.

SPECIAL REQUIREMENTS:

Possession of a Grade IV certification issued by the State of North Carolina.